



Safeguards and Security Bulletin

As you all are very aware, horrific acts of terrorism were perpetrated against the United States of America. In response to those acts, the DOE and NNSA have implemented Security Condition Level Two to ensure that we take all necessary actions to safeguard and protect Laboratory personnel and property. Level Two is the highest level of threat protection that can be instituted without a specific threat against a particular facility. We wish to remind everyone that at this time there is no specific threat against the Laboratory. That said, we are taking all actions necessary to implement the protection measures required of the situation. A key element of our security response is the increased awareness and attention of employees across the Laboratory. Please review the measures included below and do your part to help us protect our people, and our Laboratory:

1. Review building/facility evacuation plans and be prepared to implement them if necessary.
2. All employees should increase awareness of their surroundings and report any of the following situations to the Emergency Operations Center staff at **7-6211**:
 - suspicious personnel, particularly those carrying suitcases or other containers, or those observing, photographing, or asking questions about site operations or security measures
 - unidentified vehicles parked or operated in a suspicious manner on or in the vicinity of the site or near site facilities
 - abandoned parcels or suitcases
 - low-flying aircraft
 - any other activity considered suspicious or out of the ordinary
3. Contact the Security Help Desk (**5-2002 or security@lanl.gov**) for non-emergency questions/concerns related to security.
4. Review Security Bulletins on the Security web-page (<http://int.lanl.gov/orgs/s/>).
5. Follow bomb threat procedures using the LANL Telephone Bomb Threat Checklist (<http://emr.lanl.gov/bombthreat.html>).
6. Inspect your work areas at frequent intervals for suspicious activity or unattended packages and for signs of tampering or indications of unauthorized entry.
7. Scrutinizing of inbound mail and packages will be in place at the Laboratory's central receiving point. Take a few minutes and look over your individual mail, report suspicious items to the EOC (7-6211), and refrain from handling such items until cleared by appropriate authority. For tips on how to identify potentially suspicious items see the following U.S. Postal Service publication: (<http://new.usps.com/cpim/ftp/notices/not71.pdf>).

8. Lock all parked vehicles and inspect vehicles for suspicious items or anything out of the normal before entering and driving them.
9. Make sure that you limit access to your facilities to those personnel with a legitimate and verifiable need to enter and that all personnel within your area have a valid security badge.